

## **Request for Bids**

### **Indianapolis Housing Agency (IHA) Elevator Renovations**

IHA is seeking qualified bids for the renovation of the elevators for the Lugar Tower, Barton Tower, Barton Annex and Indiana Avenue Apartments located at 901 Fort Wayne Avenue, 555 Massachusetts Avenue, 501 North East Street and 825 Indiana Avenue respectively. The project will include mechanical, electrical and cosmetic improvements and upgrades to the elevators at all four facilities:

More detailed information in regards to the project location, scopes, bidding requirements, project requirements, plans, specifications, instructions to bidders, insurance and other documents related to the projects will be issued with the project specifications. Documents will be available through Repro Graphix, Inc. at [www.reprographix.com](http://www.reprographix.com).

#### **Procuring Project Documents**

The plans, specification and bidding documents will be provided and made available at Repro Graphix, 437 N. Illinois St., Indianapolis In 46204 for pick up. All contractors must notify IHA of your intent to bid prior to picking up documents from Repro Graphix. Plans will require a non-refundable payment in the amount of \$25.00 to obtain specifications. Specifications can be obtained by calling Repro Graphix at 317-637-3377 or by visiting their on-line plan room at [www.reprographix.com](http://www.reprographix.com).

#### **Plans and Specifications**

Plans & specifications may be viewed at the following Indianapolis plan rooms: FW Dodge, 8900 Keystone Crossing; Construction League, 1200 S. Madison; Indianapolis ISQFT 9901 Allisonville Road., and Indiana Minority Supplier Development Council, 2126 N. Meridian Street.

#### **Bid Requirements**

All bidders shall be informed that the bid and project contracts are to include but not be limited to the following items. Any bids not supplying the following requirements will be disqualified.

- The project is funded through the "American Recovery and Reinvestment Act" (ARRA) and will be governed accordingly.
- The project is subject to "Buy American" clause within the documents and contracts.
- All work will be governed by Davis Bacon "Building" and "Residential" classifications and rates.
- 24 CFR 135, Section 3 of the Housing and Urban Development act of 1968, as amended ("Section 3"). The work performed under this contract is subject to Section 3 requirements to the greatest extent feasible.
- HUD-5370, General Conditions of the Construction Contract is incorporated and physically included in all bid specifications and will be included/attached in all contract documents for this project.

- All bidders shall be required to submit a bid bond in the amount of 5% of the total bid and successful bidders shall be required to post a performance bond in the total value of their contract amount.

All the information listed above will be included with specifications and bid documents. Some of the requirements can be viewed at [www.Indyhousing.org](http://www.Indyhousing.org), and click on contracting opportunities tab.

### **MBE/WBE**

The successful bidders shall attempt, to the greatest extent feasible, comply with the overall percentage goals established by the City of Indianapolis and the IHA on utilizing the services of Minority Business Enterprises and Women Business Enterprises. These goals are a fifteen percent (15%) minimum utilization for MBE/DBE and eight percent (8%) minimum for utilization of WBE.

### **Community Walk-Through**

Barton & Barton Annex 7/21/10 9 AM to Noon  
Lugar Tower & Indiana Avenue Sr Apts 1 PM to 4 PM

### **Pre-Bid Meeting**

There will be a pre-bid meeting at the Barton Tower Community Room, 555 Massachusetts Avenue, Indianapolis, Indiana 46204, on Thursday July 22, 2010 at 10 AM, local time. The pre-bid is being held to further discuss the project and project requirements as well as to offer an opportunity for bidders to review the project site. Attendance is not mandatory but it is strongly encouraged. Meeting minutes will be posted on the IHA website.

### **Questions Due**

All questions shall be in writing and submitted to both Don Bievenour [dbieve@indyhousing.org](mailto:dbieve@indyhousing.org) and Jacquelyne Brown at [jbrown@indyhsouing.org](mailto:jbrown@indyhsouing.org) Due by 7/27/10 10 AM

### **Bid Due Date**

Indianapolis Housing Agency shall receive an original (marked as such) and 3 complete copies of the bids in an envelope or box marked as to content: "RFB for Elevator Renovations" and sender name and address. Bids shall be mailed or hand delivered to the office of the Indianapolis Housing Agency, 2<sup>nd</sup> floor, 1919 N. Meridian Street, Indianapolis, Indiana 46202-1303.

Bids shall be received on Monday, August 2<sup>nd</sup>, at or before 11 A.M. local time. Bids will not be accepted from 11:01 A.M. local time. IHA is the sole determinant of the correct time. Faxed or emailed responses are not acceptable. After receipt, all on-time bids will be opened and read aloud.